



CYNGOR TREF CAERWYS TOWN COUNCIL

Minutes of The Meeting of Caerwys Town Council Held Virtually by Video and Telephone Conference, On Tuesday the 20th July 2021, at 7.30pm.

1(A). 153/21 PRESENT

Councillor Stephen G. Wilson (Mayor)
Councillor Susan A. Broadaway (Deputy Mayor)
Councillor Stephen Cople
Councillor Jonathan E. Duggan-Keen
Councillor Lynette M. Edwards
Councillor Howard R. Griffiths
Councillor Carole A. Harris
Councillor Michael W. Moriarty
Councillor Jayne E. Morris
Councillor Helen L. Priestley
Councillor Carole Stephenson

County Councillor Tudor Jones

Clerk & Financial Officer R. Phillip Parry

1(B). 154/21 APOLOGIES

None

2. 155/21 BEREAVEMENTS WITHIN THE COMMUNITY

There were no reported bereavements within the community between the June and July Council meetings.

3. 156/21 DECLARATIONS OF INTEREST

The following Declaration of Interest was made: Councillor Helen Priestley; **Minute number 10(A). 166/21 (2) on page 7 below).**

4. 157/21

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 15TH JUNE 2021

The Minutes were proposed as correct by Councillor Jonathan Duggan-Keen and seconded by Councillor Lynette Edwards and formally agreed by the Members present.

5. 158/21

MATTERS ARISING

The Clerk referred to the following matters from previous minutes:

- (1) Minute no: 5. 136/21 (1) (page 2)** – in relation to concerns at the Marl Quarry in Afonwen. The Clerk recollects Members to an e-mail forwarded from Natural Resources Wales (NRW) dated the 16th June, which had been received the day following the June Council meeting.

The reply from the Senior Conservation Officer at NRW apologised for the delay in responding and will contact this Council further, following addressing the concerns with other agencies.

- (2) Minute no: 6(C). 139.21 (page 4)** – in relation to temporarily installing an updated LED lantern on the stand-alone street light on the Memorial Institute footpath.

The Clerk advised that the cost and installation of the LED lantern was £660.00 plus VAT and enquired with Members as to the preferred winter installation date.

Members agreed the following: The LED lamp to be fitted in early November. The Clerk to instruct the contractor to clean the solar panel on the existing lamp.

Pending Matters:

The Clerk advised that the following matter remains in the pending file:

- Historic names and locations in Caerwys. The Clerk advised that the list of historic names and locations within the Town Council area will be supplied by members of the Caerwys Historical Society and forwarded to this Council in due course.

6(A). 159/21

CORRESPONDENCE

The following correspondence had been received, that was required to be either advised to, or dealt with by the Members:

- (1)** The Clerk advised that the following criminal offences had been reported to the North Wales Police, that had occurred within the Caerwys Town Council area:

Afonwen: 2 x Anti-social behaviour / 2 x Violence

Caerwys: 3 x Anti-social behaviour / 1 x Other crime / 1 x Public Order / 1 x Theft

- (2)** Flintshire Local Voluntary Council: Invitation for Mayor to attend virtually their Annual General Meeting, on Thursday 9th September. The Clerk advised that the Mayor, Councillor Steve Wilson had confirmed his attendance.

- (3) AONB Area Coordinator: Consultation letter in relation to ‘Planning for Dark Night Skies’ The Clerk advised that the notification has been forwarded to Councillor Mike Moriarty, as the Town Council’s representative on the AONB. **(Minute number 9. 165/21 (iv) on page 7 below).**
- (4) Welsh Government Consultation: Proposals to reduce speed limits to 20mph on residential streets. The Clerk advised that Councillor Mike Moriarty had forwarded the consultation information. The consultation had not been sent to Town & Community Councils in Wales.

Councillor Mike Moriarty provided Members with the consultation details, which included a list of 20 questions together with the closing date for comment. It was advised that a number of trial areas are currently being piloted in Flintshire.

Members agreed the following: Members to complete the on-line consultation form on a personal basis.

The following correspondence was forwarded by e-mail to Members:

- (i) Flintshire Local Voluntary Council: Question and answer session with Welsh government, in relation to the reopening of meeting venues; to be held virtually on Wednesday 9th June at 12 noon. Information forwarded to the Trustees of the Memorial Institute and Town Hall.
- (ii) Flintshire County Council: 2021 Summer Play Scheme update.
- (iii) North & Mid Wales Trunk Road Agent: Notification of proposed works on A55 between Halkyn and Junction 31 at Caerwys; commencing 28th June to 9th July. Road will be closed on occasions during the evening period.
- (iv) Flintshire County Council: Your Council News – June 2021.
- (v) Flintshire County Council: Increasing Covid-19 infections in the County.
- (vi) Flintshire County Council: New collection points for free Covid-19 Lateral Flow Device test kits.
- (vii) Flintshire County Council: New public bus service serving the Holywell and Caerwys areas.
- (viii) North Wales Police: Community Alert. Members to register on a personal basis.
- (ix) Flintshire County Council: Notification in relation to the high number of coronavirus infections within the County.

**6(B). 160/21
CLERK’S REPORT**

- (a) The Clerk recollects to Members an e-mail forwarded from the Welsh Government (WG) in relation to a Clerks qualification consultation. Whilst this has been contained in a number of reviews for approximately eight years, it is only recently that the WG have agreed that a qualification is required.

The qualification is part of a range of measures that WG wish to provide Town & Community Councils in Wales with a 'General Power of Competence'. Apart from the Clerk qualification, the following is also required for a Council to be eligible:

- at least two-thirds of the total number of members of the council have been declared to be elected, whether at an ordinary election or at a by-election.
- the clerk to the council holds such qualification or description of qualification as may be specified by the Welsh Ministers by regulations.
- the council has received unqualified auditor's opinions from the Auditor General for Wales, for two consecutive financial years. The latest unqualified auditor's opinion must have been received during the 12 months preceding the day on which the council's resolution is passed.

The Clerk further advised that the General Power of Competence is presently scheduled to commence from May 2022. Whilst there are many Clerks in Wales who hold various qualifications, such as the qualification held by the Clerk to this Council; however, the Clerk's qualification was gained a considerable number of years and is not included in the current consultation. The Clerk expressed his willingness to complete the Certificate in Local Council Administration (CiLCA). The Welsh Government have agreed a bursary to 50 Clerk's to cover the CiLCA registration at a cost of £410.00, together with other training costs at £250.00. The Clerk had applied for the bursary and was pleased to advise Members that the application had been successful for the full amount of £660.00. The course will commence in September of this year. There would be minimal costs incurred by this Council i.e. stationery and training hours, which would be shared with other Councils.

Members agreed the following: To support the Clerk during his training period, together with the ancillary costs for this Council.

- (b) The Clerk advised that a number of telephone calls and e-mails were still being received in relation to a planning application on land formerly used as a golf course. A number of residents enquired if the Town Council could set up an action group. The Clerk had advised residents, in particular, as to the Councillor Code of Conduct and declaring interests.
- (c) The Clerk discussed with Members the commencement time of meetings held in September and January of each year, which follow the Council's recess months of August and December.

Members agreed the following: To commence the January and September meetings at 7.00pm.

STREET LIGHTING

The Clerk advised that County Councillor Tudor Jones had forwarded an e-mail from Flintshire Street Scene which stated: Flintshire County Council have inspected a street lighting column on the A541 road in Afonwen and found it to have a mains fault. The fault has been reported to Scottish Power for their attention and rectification. The work should be completed within 25 working days.

The Clerk further advised that Flintshire County Council have no street lights on the A541 in Afonwen. All faults have to be forwarded to Scottish power, by the lamp owner.

6(C). 161/21

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30TH JUNE 2021

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of June 2021, together with copies of the two Council Bank account statements. The Clerk further provided Members with a breakdown in relation to the budget headings, which included income and expenditure to-date.

Members agreed the following: Approved the Statement of Accounts, whereby the document was agreed to be signed by the Mayor, Councillor Steve Wilson.

6(D). 162/21

STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)

The Clerk advised in relation to the following matter(s) that had been reported to StreetScene, since the last Council meeting:

- No matters of concern had been received and reported since the last Council meeting.

The Clerk advised in relation to the following update to concerns raised at the June Council meeting.

- (i) Town Square planters. Street Scene stated that the planters are in the ownership of Caerwys Town Council. The Clerk had replied to advise that the current planters belong to the County Council and were installed by the County some six to seven years ago.
- (ii) Town Square weed spraying. The County Council advised that their contracted weed sprayer had ceased the contract suddenly. The weeds would be eradicated by another contractor in due course. The Clerk had further advised the County that the proprietors from the Café on the Corner had now cleared the majority of weeds.
- (iii) Pot holes on B5122 Road – travelling out of Caerwys towards A55, in the area of the first right hand bend almost opposite the off-road unofficial parking area. Street Scene advise; listed for repair.
- (iv) Pot holes on B5122 Road – travelling down the Hill to Afonwen. Street Scene advise; listed for repair.

Members brought the following concerns to the meeting:

- (1) Gully grid loose: B5122 Caerwys Hill to Afonwen by property named Llwyn Onn, CH7 5AD.
- (2) Road signs require cleaning: B5122 road travelling from Caerwys to the A55 – both sides of road.
- (3) Road signs & chevron signage obliterated by foliage: B5122 road travelling from Caerwys to the A55 – both sides of road.
- (4) Road narrows sign obliterated by foliage: Pen Y Cefn Road - top of Drovers Lane travelling past frontage of new properties at former Summerhill Farm.
- (5) Pot hole – large: Bottom of Holywell Road with junction to Bryn Aur.
- (6) Fly tipping: Top of Drovers Lane with Pen Y Cefn Road junction – left hand side the grass bank contains rubbish including glass (reported by this Council and residents previously).

- (7) Dog bin broken lid: Public footpath at walkway to rear of St. Michael's Drive (this has been outstanding for a number of months).
- (8) Pot hole on B5122 Road – travelling out of Caerwys towards A55; in the area of the first right hand bend almost opposite the off-road unofficial parking area (this was reported in June but missed off by the contractor when filling nearby pot holes on this section of highway).

The Clerk advised that the above concerns would be brought to the attention of StreetScene.

7. 163/21

TOWN MAYOR'S REPORT

The Town Mayor, Councillor Steve Wilson, advised Members that no invitations had been received since the June Council meeting.

Councillor Wilson further advised that he was still receiving a number of concerned resident enquiries in relation to the proposed golf club area.

8. 164/21

COUNTY COUNCILLOR'S REPORT (CLLR TUDOR JONES)

(a) County Councillor Tudor Jones provided Members with the following report:

- The Caerwys pedestrian safety plan has been included in the Flintshire County Council Active Travel Project.
- Due to a number of HGV licence holders who have ceased their employment with the County Council, this may impact on services in the future, until the vacancies are filled.

(b) To Consider: Administrator for Virtual Meetings

Prior to the meeting Councillor Jones had circulated a document to Members by e-mail, which provided details in relation to 'The collaborative provision administration for virtual meetings'. Councillor Jones referred to the virtual on-line meetings held during the current restrictions, together with the Welsh Government's decision that meetings can continue in the future virtually and hybrid. Councillor Jones suggested the possible collaboration with other Councils to create a remunerated role for an IT and Communications Officer. IT equipment would be required, including an internet connection in each meeting place – with the equipment purchase and staff costs shared by a number of Councils.

Council Members discussed this information at length. The Clerk provided virtually a number of quotations for equipment from another Community Council, including a written statement by the Welsh Government (WG) Minister for Housing and Local Government, which stated: the WG along with One Voice Wales, Society of Local Council Clerks and Wales Audit, are exploring as to how to support digital transformation in the Community and Town Council sector.

Members agreed the following: To await further guidance from the Welsh Government.

(c) Members discussed the following with County Councillor Tudor Jones:

- (i) Councillor Susan Broadaway: Concern with the new bus service and in particular, the lack of a publicised timetable. Councillor Jones advised that the new service is not allowed to complete with the scheduled services, there is no timetable, the service is only available by pre-booking, either on-line or by telephone. The service is only operating in the Holywell and surrounding area, which includes Caerwys.
- (ii) Councillor Steve Copple: Concern with the dilapidation of the former Pwllgwyn Hotel in Afonwen. The frontage of the main building and surrounding outbuildings look unattractive in a rural community in particular, as the building is listed.

Councillor Jones advised that he would be contacting the relevant authorities, including the County Conservation Officer.

9. 165/21

REPRESENTATIVES' REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- (i) Councillor Susan Broadaway: Attended a virtual meeting of the Naked Takeaway Group. The Group are seeking more businesses to join the scheme.
- (ii) Councillor Lynette Edwards: The Annual General meeting of the North and Mid Wales Association of Local Councils will be held virtually on Friday 23rd July.
- (iii) Councillor Steve Wilson: The new central heating and hot water supply will be installed in the Memorial Institute in the near future. The heating will be controlled by Wi-Fi.
- (iv) Councillor Mike Moriarty: Attended a virtual meeting of the Clwydian Range & Dee Valley Area of Outstanding Natural Beauty. Karen Weaver - AONB Area Coordinator, Denbighshire CC. 'Planning for Dark Night Skies' SPG Consultation. 'A well researched and informative document that would carry sufficient weight when the 3 LPAs covering the AONB determine planning applications in this designated area. This proposed supplementary planning guidance document is fully supported by Caerwys Town Council.'

10(A). 166/21

PLANNING APPLICATIONS

The following planning applications were considered by Members at the meeting:

- (1) Application number: 063052 – for proposed extension, at Tan Llan, Pen y Cefn Road, Caerwys.

Comment by Council: The development site is within the Caerwys Town Conservation Area however, providing the proposed development is compliant with relevant planning policies and guidance notes, then no objection is raised.

- (2) Application number: 063122 – for erection of 2 detached live / work units, at the former Centre Point Garage, Denbigh Road, Afonwen.

Comment by Council: As this planning application is contrary to relevant planning policies, Caerwys Town Council objects to proposals put forward in respect of the proposed development.

Note: Councillor Helen Priestley Declared an Interest (**Minute number 3. 156/21 on page 1 above**)

- (3) Application number: 063259 - Request for EIA Scoping Opinion for the proposed HyNet North West Carbon Dioxide Pipeline - Flint to Point of Ayr Terminal, Talacre (This application was brought to the attention of the Town Council by Councillor Mike Moriarty).

Comment by Council: Application discussed by Members, but decision made that no comment to the EIA Scoping Opinion would be submitted by Caerwys Town Council.

10(B). 167/21

PLANNING DECISIONS

The following planning decisions have been received from Flintshire County Council:

- (i) Application number: 061982 – for removal of details reserved by condition no’s 10 (traffic management scheme) and 13 (play and open spaces area) at former Wilcox Coach Works, Afonwen. Approved.
- (ii) Application number: 062993 for Screening Opinion in relation to proposed redevelopment of Caerwys Golf Club to form a holiday lodge park. EIA-Development not requiring ES.
- (iii) Application number: 062792 – for prior notification of proposed demolition at Plas Isaf Holiday and Lodge Park, Afonwen. Prior approval not required.

10(C). 168/21

Councillor Steve Wilson sought that the following item be placed on the September Council meeting agenda: To clarify planning comment options.

11. 169/20

**TO DISCUSS: QUEEN’S PLATINUM JUBILEE CELEBRATIONS IN 2022
(COUNCILLOR STEVE COPPLE)**

Councillor Copple addressed Members in relation to the Queen’s Platinum Jubilee Celebrations to be held in the summer of 2022. Prior to previous celebrations the Town Council have called a public meeting to assist with establishing a local Committee to oversee the arrangements. Councillor Copple also understood that the Town Council have previously assisted financially.

Members agreed the following: (1) To hold a Public Meeting in Caerwys Town Hall (restrictions permitting) (2) The Clerk to liaise with the Secretary of the Hall to book during week commencing the 13th September (3) To place a Public Notice for the meeting in the September edition of the Caerwys Chronicle. The information to be placed on a local Facebook page and public notice boards.

12. 170/21

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<u>Payments made / due – to be confirmed:</u>			
	Standing Order: Snapfast Electrical (Monthly payment Re: Installation of LED Lights) Payment dated 01/07/2021	263.94	52.79	316.73

	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for June) Payments dated 01/07/2021			
	Standing Order BACS: H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - April, May & June 2021 Payment dated 06/07/0021)	604.56		604.56
	Direct Debit: Scottish Power (June - Street Lighting Electricity Account) Payment due 20/07/2021)	94.08	4.70	98.78
	<u>Payments for confirmation at meeting to be paid by BACS:</u>			
	Arrow Country Supplies (Public conveniences supplies)	28.00	5.60	33.60
	Canda Copying Ltd (Quarterly photocopier rental)	51.00	10.20	61.20
	R P Parry (Clerk) Reimbursement of book of 100 postal stamps – as per receipt)	85.00		85.00

13. 171/21

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	No applications received	

14. 172/21

Members agreed the payments of the above accounts as listed.

There being no further business, the Mayor thanked everyone for attending and closed the meeting.

SIGNED BY THE MAYOR AS CHAIR.....

**DATE OF
APPROVAL.....**